



## Green Product Mark Certification Scheme



## FOREWORD

Product environmental labels are claims regarding the environmental impact of a product. They provide information about the product's overall environmental character, a specified environmental aspect, or a variety of aspects. Green Product Mark is a voluntary environmental labelling scheme operating in accordance with ISO 14020 *Environmental labels and declarations – General principles* and ISO 14024 *Environmental labels and declarations – Type I environmental labelling – Principles and procedures*. The Green Product Mark certification scheme has been developed in accordance with ISO/IEC 17067 *Conformity assessment – Fundamentals of product certification and guidelines for product certification schemes*. Certification activities under the Green Product Mark scheme are performed in accordance with ISO/IEC 17065 *Conformity assessment – Requirements for bodies certifying products, processes and services*.

By communicating verifiable and accurate information about the environmental aspects of products, Green Product Mark aims to encourage the demand for and supply of products that cause less stress on the environment, thereby contributing to continuous, market-driven environmental improvement.

The Green Product Mark certification scheme is owned by TÜV Rheinland, a leading international technical service provider that develops solutions to ensure the safety, quality and economic efficiency of the interactions between man, technology and the environment.

The Green Product Mark certification scheme is outlined in this publically accessible document, which is subject to revision. Please contact TÜV Rheinland directly or check the Green Product Mark website to ensure that you have the most up-to-date version of the document.

Email address: [GreenMark@tuv.com](mailto:GreenMark@tuv.com)

Website: [http://www.tuv.com/en/corporate/business\\_customers/product\\_testing\\_3/our\\_services\\_1/green\\_product\\_mark/green\\_mark.html](http://www.tuv.com/en/corporate/business_customers/product_testing_3/our_services_1/green_product_mark/green_mark.html)





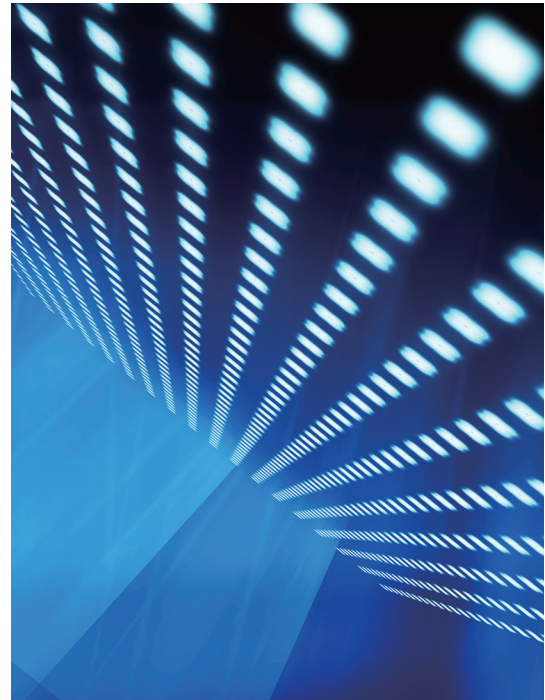


## INTRODUCTION

This document is intended to specify:

- The requirements against which products are evaluated to gain Green Product Mark certification;
- Other requirements to be met by Green Product Mark certification applicants and Green Product Mark certificate holders;
- The conformity assessment functions, activities and elements within the Green Product Mark certification scheme; and
- The rules for the licensing and control of the Green Product Mark.





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## 1. SCOPE

This document provides an overview of the conformity assessment functions, activities and elements that comprise the Green Product Mark certification scheme.

## 2. NORMATIVE REFERENCES

The standards and normative documents listed are referenced or considered in the Green Product Mark certification scheme. The latest edition of these documents (including any amendments) applies.

- ISO 14020
- ISO 14024
- ISO/IEC 17067
- ISO/IEC TR 17026

## 3. TERMS AND DEFINITIONS

For the purpose of this document, the following terms and definitions apply.

### 3.1 Green Product Mark

A voluntary environmental labelling programme owned by TÜV Rheinland that indicates the overall environmental status of a product within a particular product category; it evaluates the product's life cycle and whether it contributes to a reduction in the environmental impact associated with products of its type.

### 3.2 2PfG-E

A set of product requirements that a product must meet to be awarded a Green Product Mark.

### 3.3 Prerequisites

Preconditions that a product must comply with to be awarded a Green Product Mark.

### 3.4 Product environmental criteria

Environmental requirements that the products must meet to be awarded an environmental label.

[SOURCE: ISO 14024: 1999, definition 3.4]

### 3.5 Product function characteristics

Attributes or characteristics of the performance and use of a product.

[SOURCE: ISO 14024: 1999, definition 3.5]

### 3.6 Product category

Group of products that have equivalent functions.

[SOURCE ISO 14024: 1999, definition 3.3]



## 4. OVERVIEW OF THE GREEN PRODUCT MARK CERTIFICATION SCHEME

A Green Product Mark is defined as a type 5 product certification scheme according to the classification rules for product certification schemes set forth in ISO/IEC 17067. It includes the following functions, activities and elements, which are described in more detail in this document.

- Selection (see 7.1-7.2), including the following:
  - specified requirements for the product categories within the scope of the Green Product Mark certification scheme;
  - elements of the production process to be assessed;
  - determination activities, and the basis on which those activities are undertaken; and
  - other requirements that the client has to fulfil to gain and maintain Green Product Mark certification.
- Determination (see 7.3), including the following:
  - evaluation of the product; and
  - assessment of the production process and management system.
- Review of the evaluation results.
- Decision about certification and attestation of conformity (see 7.7-7.8).
- Licensing and control of the Green Product Mark (see 7.9), including:
  - mark of conformity;
  - publicity to clients; and
  - misuse of certificate and mark.
- Surveillance (see 7.10), including the following:
  - testing or inspection of product samples; and
  - assessment of the production process and management system.
- Suspending or withdrawing a certification and license (see 7.9.4).
- Managing changes affecting certification (see 9.1-9.2).

## 5. SCOPE OF THE GREEN PRODUCT MARK CERTIFICATION SCHEME

The list of product categories covered by the Green Product Mark certification scheme is subject to revision and can be found on the Green Product Mark website.

## 6. CERTIFICATION REQUIREMENTS OF THE GREEN PRODUCT MARK

The certification requirements of the Green Product Mark are comprised of the following.

- The certification requirements of the Green Product Mark are comprised of the following.
  - prerequisites;
  - product environmental criteria; and
  - product function characteristics.
- Other requirements for the client to fulfil, including the following:
  - signing a TÜV Rheinland certification agreement;
  - meeting arrangements for testing, assessments and auditing;
  - payment of necessary fees;
  - signing a licensing agreement for the use of Green Product Mark on their products; and
  - providing necessary product information.

## 7. ACTIVITIES INVOLVED IN A GREEN PRODUCT MARK CERTIFICATION CYCLE



## 7.1 Enquiry

Clients seeking a Green Product Mark certification may request application information from TÜV Rheinland through the following channels.

- Website: [http://www.tuv.com/en/corporate/business\\_customers/product\\_testing\\_3/our\\_services\\_1/green\\_product\\_mark/green\\_mark.html](http://www.tuv.com/en/corporate/business_customers/product_testing_3/our_services_1/green_product_mark/green_mark.html)
- Telephone: TÜV Rheinland service hotline in your own location
- Email address: [GreenMark@tuv.com](mailto:GreenMark@tuv.com)

TÜV Rheinland will provide clients seeking certification with the following:

- Green Product Mark Certification Scheme document;
- 2PfG-E for the product category sought by the client;
- Fee schedule for Green Product Mark certification service; and
- TÜV Rheinland General Agreement.

## 7.2 Application

Once applicants have submitted an application with all of the required supporting documentation, TÜV Rheinland will review the application from the following perspectives:

- Availability of information about
  - applicant, manufacturer, factory location, importer or legal representative (as applicable),
  - product, its intended use, any accessories etc.,
  - construction, material and performance of the product;
- Status of General Agreement;
- Determination whether the applied product category is within the scope of the Green Product Mark certification scheme;
- Determination of applicable 2PfG-E;
- Determination of acceptance of conformity results generated prior to the application;
- Availability of resources within TÜV Rheinland for evaluation and assessment activities; and
- Confirmation of the applicant's legal status.

## 7.3 Determination

### 7.3.1 Evaluation plan

Based on the requirements of Green Product Mark certification scheme, TÜV Rheinland will prepare an evaluation plan setting out:

- The product type (e.g. model identification) for which certification is sought;
- The standards and other normative documents that specify the product requirements;
- The product samples required for evaluation;
- The methods and procedures to be used when assessing the production process and management system; and
- The personnel and other resources, including outsourcing, to be used in the evaluation.



TÜV Rheinland will advise the client of the evaluation plan, including the required financial and timescale parameters, and ensure that the client has completed, or has undertaken to complete, the TÜV Rheinland certification agreement.

After confirmation of the acceptance of the application, TÜV Rheinland will make the necessary arrangements with the client for an initial assessment in accordance with the evaluation plan.

Under the Green Product Mark certification scheme, the following determination activities are conducted:

- Initial testing and examination of the product;
- Verification;
- Assessment of the production process; and
- Audit of the elements of the management system that are relevant to product conformity.

### **7.3.2 Acceptance of conformity results generated prior to the application or provided by the client**

The Green Product Mark certification scheme accepts conformity assessment results (including such items as test results and management system certification) that have been generated prior to the application, or are provided by the client. TÜV Rheinland will process these documents as follows:

- Check that the conformity assessment results relate to the certification requirements; and
- Identify whether the conformity assessment results come from a body that fulfils the applicable requirements of ISO/IEC 17020 or ISO/IEC 17021 or ISO/IEC 17025, or are accredited or peer evaluated to these standards with a scope relevant to the certification requirements.

### **7.3.3 Initial product evaluation**

The product evaluation is carried out in accordance with the methodologies specified in the applicable 2PfG-E, and with the procedures specified by the Green Product Mark certification scheme.

Testing facilities used in product evaluation must demonstrate to TÜV Rheinland that they meet the applicable requirements of ISO/IEC 17025. This may be demonstrated in the following ways:

- The testing facility has a current accreditation that fulfils the requirements of ISO/IEC 17025 with a scope of testing covering the test methods established by the normative document for the product being certified; or
- The competence of the testing laboratory is assessed by TÜV Rheinland using a suitably competent laboratory assessor, including the witnessing of testing on a periodic basis.

If the test results are accepted, the test reports and samples are examined together to ensure that the test results are applicable to the product samples under consideration.

### **7.3.4 Assessment of the production process and audit of the management system**

#### **7.3.4.1 General**

As part of its initial assessment process, the Green Product Mark certification scheme assesses the client's production process and audits the elements of the management system relevant to product conformity. The client should designate the following:

- A responsible person as the main contact with TÜV Rheinland; and
- A person(s) with management responsibility for the technical performance of the production processes and management system.

#### **7.3.4.2 Initial document review**

The first stage of the assessment of the production process and the audit of the management system is a document review.

TÜV Rheinland conducts a document review of the client's management system to determine its readiness for an onsite assessment.

To facilitate the document review, the client must provide information on the management system pertinent to the production process. The client must make available to TÜV Rheinland the records that demonstrate the effective implementation of the management system.

TÜV Rheinland will evaluate the information provided, request additional information as needed and determine whether the application can proceed to the onsite stage of the determination function.

#### **7.3.4.3 On-site assessment**

##### **7.3.4.3.1 General**

TÜV Rheinland will arrange a date for a visit to each of the client's site(s) where the certified product is manufactured and will form an assessment team that includes persons competent in the following:

- The applicable product requirements;
- Appropriate tests and/or inspection procedures and techniques;
- Conformity assessment procedures; and
- The management system requirements and audit methodologies as set forth in the Green Product Mark certification scheme.

The matters to be investigated by the assessment team at the client's facilities include the following:

- Determine that all of the information provided in the application is correct and complete;
- Assess the production process; and
- Audit the elements of the management system relevant to product conformity.

#### 7.3.4.3.2 *Production process*

Assessment of the production process may include direct observation, examination of the production line and communicating with production personnel to demonstrate the following:

- That the client has the necessary facilities, equipment, personnel and procedures for carrying out the tasks associated with producing the product in accordance with the product requirements;
- That the client has the capability and competence to monitor, measure and test the product during and after production and can ensure conformity with the specific product requirements used in the scheme;
- That the client sampling and testing (whether in-house or outsourced) is undertaken in accordance with the certification requirements (including the specific product standards and methods of tests) and the applicable requirements of ISO/IEC 17025 and the certification requirements; and
- That the client has the ability to identify and quarantine nonconforming products and to maintain product traceability where that is a certification requirement.

#### 7.3.4.3.3 *Elements of the management system relevant to product conformity*

In the audit of the elements of the management system relevant to product conformity the following items are reviewed:

- Procedures covering the production processes, including production resources and personnel competence that can affect product conformity;
- Documents and records control in relation to production processes and product conformity;
- Existing management system certifications and associated audit reports;
- Internal audits and management reviews;
- Procedures and records associated with product nonconformance, corrective and preventive actions; and
- The identification, marking and marketing of conforming products in accordance with certification requirements and license agreements.

## 7.4 Nonconformities

If TÜV Rheinland does not have sufficient evidence that the client has fulfilled the certification requirements, it will inform the client of those aspects that do not comply with applicable requirements and are thus termed nonconformities.

If the client undertakes corrective actions, these have to be completed within a specified time limit set by TÜV Rheinland. TÜV Rheinland may repeat the necessary parts of the initial product evaluation, assessment and audit to verify that any nonconformity has been adequately addressed.

## 7.5 Evaluation report

Following the initial product evaluation, assessment of production process and audit of the elements of the management system, and after satisfactory action on any nonconformities, a report on the assessment team's findings is prepared. The report is part of the total package of evidence demonstrating compliance with the Green Product Mark certification requirements by the certifier responsible for making the Green Product Mark certification decision within TÜV Rheinland.



## 7.6 Review

Once all of the determination activities have been completed, the results of the initial product evaluation and on site assessment are reviewed to ensure that they provide a suitable, adequate and effective demonstration that the product and the system affecting product conformity fulfil the specified requirements. The review is carried out by a person (or group of people) who has not been involved in the determination activities. If the evidence is sufficient, a recommendation for certification is made.

## 7.7 Decision

When the outcome of the review is positive, a decision is made to grant certification. When the outcome of the review is negative, a decision is made to not grant certification. The client will be informed of the reasons for the negative decision. The decision is made by a certifier who has not been involved in the evaluation activities.

## 7.8 Attestation

Following the decision to grant certification, TÜV Rheinland issues a statement of conformity. Under the Green Product Mark certification scheme, the statement of conformity is issued in the form of a certificate and a subsequent listing of the certificate on TÜV Rheinland's Certipedia online platform.

The certified client may place the Green Product Mark on the product subject to a licensing agreement being entered into with TÜV Rheinland.

## 7.9 Licensing use of certificate and mark of conformity under the Green Product Mark certification scheme

### 7.9.1 General

The use of the certificate and mark of conformity under the Green Product Mark certification scheme is controlled through a licence issued by TÜV Rheinland to each organisation that uses them on, or in conjunction with, certified products.

The organisation holding the licence (referred to in this clause as the licensee) may be different from the client to which the certificate was issued. Circumstances under which a different organisation might be involved include the following:

- The client sub-contracts the manufacture of the product, including the placing of the mark on the product, to another organisation (the manufacturer would need to be a licensee);
- A customer of the client applies its own label, including the mark, to the product under an agreement with the client (the customer would need to be a licensee); and
- Other cases.

In all of these cases, the client must ensure that TÜV Rheinland has access to the licensee's premises for the purposes of assessing the production process and auditing the management system.

### 7.9.2 Mark of conformity

The mark of conformity under the Green Product Mark certification scheme is a proprietary trademark of TÜV Rheinland with legal protection as regards composition and control of use.



The mark of conformity under the Green Product

Mark certification scheme is directly applied to each individual product except where the physical size of the unit or the type of product does not permit this; in such cases the mark may be applied to the smallest package in which the unit is marketed.

### 7.9.3 Issuing of a licence

TÜV Rheinland submits a licensing agreement to the licensee for a signature. When the licence agreement has been signed, TÜV Rheinland will issue a licence.

### 7.9.4 Suspending or withdrawing a licence

#### 7.9.4.1 Suspension

The applicability of the licence to a specific product may be suspended for a limited period, for example in the following cases:

- If the surveillance shows nonconformity with the requirements of such a nature that immediate withdrawal is not necessary;
- If a case of improper use of the certificate or Green Product Mark (e.g. misleading publications or advertisement) is not solved by suitable retractions and appropriate corrective actions by the licensee; or
- If there has been any other contraventions of the Green Product Mark certification scheme or the procedures of TÜV Rheinland.

The licensee will be prohibited from identifying as certified any product that has been manufactured under a suspension of the licence as applicable to that product.

A licence may also be suspended after mutual agreement between TÜV Rheinland and the licensee for a limited period of non-production or for other reasons.

#### 7.9.4.2 Withdrawal

Apart from the suspension of a licence, a licence will be withdrawn in the following cases:

- If the surveillance shows that the nonconformity is of a serious nature;
- If the licensee fails to comply with the due settlement of financial obligations;
- If there is any other contravention of the licensing agreement;
- If inadequate measures are taken by the licensee in the case of suspension;
- If the licensee does not wish to maintain the licence;
- If the standard or rules are changed and the licensee either will not or cannot ensure conformity with the new requirements;
- If the product is no longer made or the licensee goes out of business; or
- On the grounds of other provisions specified in the licensing agreement.

### 7.9.5 Misuse of the Green Product Mark

TÜV Rheinland will take action when unauthorised, incorrect or misleading use of the certificate or mark of conformity under the Green Product Mark certification scheme is found.

Incorrect references to the Green Product Mark certification scheme or misleading use of the certificate or the mark found in advertisements, catalogues etc. will be dealt with by actions including legal or corrective action or publication of the transgression.

### 7.9.6 Validity period of Green Product Mark

The certificate and mark of conformity under Green Product Mark certification scheme are valid for 3 years.

## 7.10 Surveillance

TÜV Rheinland will carry out surveillance to provide confidence that the products manufactured after the initial Green Product Mark certification continue to fulfil the specified requirements.

Under the Green Product Mark certification scheme, the following surveillance activities are conducted:

- Testing or inspection of product samples taken from the point of production for conformity with the certified type; and
- Assessment of the production process and audit of the management system.

The surveillance activities under Green Product Mark certification scheme will be carried out annually within the validity period of certificate and mark of conformity.

## 8. PUBLICITY BY CLIENTS

The client has the right to publish the following information:

- An identified product has been certified by the Green Product Mark; and
- The client has been authorised to
  - use a valid certificate of conformity and
  - apply a Green Product Mark for products to which the licence applies.

In every case, the client should take sufficient care of its publications and advertising so that no confusion arises between certified and non-certified products.

The client must not make any claim or the like in user information that could lead purchasers to believe that the environmental preferability of the product is covered by the certification when in fact it is not.



## 9. CHANGES AFFECTING THE GREEN PRODUCT MARK CERTIFICATION

### 9.1 Changes to product requirements and other scheme requirements

When there are changes to a standard or another normative document that is part of the Green Product Mark certification requirements or scheme requirements, TÜV Rheinland will advise all applicable clients and will define a reasonable transition period to allow them adequate time to take appropriate action.

### 9.2 Changes by client

The client must inform TÜV Rheinland of any intended modification to the product, production process or management system that may affect the conformity of the product. TÜV Rheinland will determine whether the announced changes require another initial testing and assessment or other investigations. In such cases, the client is not permitted to release under the certificate products resulting from such changes until TÜV Rheinland has notified the client accordingly.

## 10. COMPLAINTS AND APPEALS

The client has the right to complain to TÜV Rheinland about aspects of the service provided. The client may also appeal to TÜV Rheinland against its decisions on issuing, maintaining, extending, suspending or withdrawing the Green Product Mark certification.



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